

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Edward "Earl" Maine  
Frank Sims  
Stephen Lowe  
Andy Puckett  
David G. Anderson

**Members Absent:** John R. White  
Dr. John E. Baker

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Tuesday, October 11, 2016 at 6:00 P.M. in the lobby of the Terminal Building. Mr. Maine, Vice Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Executive Assistant, and Amber Miller, Airport Secretary.

Mr. Elliott read the motion of the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 A.3, A.7 for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Lowe moved to conduct a Closed Session in accordance with the items that was stated by Mr. Elliott. Mr. Sims seconded the motion. Mr. Maine took a roll call vote:

Mr. Sims – Yay  
Mr. Lowe – Yay  
Mr. Puckett – Yay  
Mr. Anderson – Yay  
Mr. Maine – Yay

The motion carried unanimously.

Following the Closed Session, the Board immediately reconvened its Open Session and the Authority's Attorney, Mr. Elliott took a roll call vote stating that no matter that was discussed in Closed Session other than that were included in the

**motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.**

**Edward "Earl" Maine – I so certify  
Frank Sims - I so certify  
Stephen Lowe – I so certify  
Andy Puckett - I so certify  
David Anderson – I so certify**

**Mr. Elliot read to the Board the Resolution involving purchase of an easement from the owners of Tax Map No. 102-2-1 at the minimum elevation of the horizontal surface to prevent future obstructions to air navigation that have the potential to impair safety for users of the Airport.**

**Mr. Puckett moved to adopt the Resolution involving purchase of an easement from the owners Tax Map No. 102-2-1 at the minimum elevation of the horizontal surface to prevent future obstructions to air navigation that have the potential to impair safety for users of the Airport. Mr. Sims seconded the motion. The motion carried unanimously.**

**Mr. Hines stated that the Board needed to review and adopted the Resolution in regards to entering into an agreement with Highlands Conservation Group, LLC of Lebanon, VA, in the form and substance of the Stream and Wetland Mitigation Contract.**

**Discussion ensued.**

**Mr. Lowe moved to adopt the Resolution in regards to entering into an agreement with Highlands Conservation Group, LLC of Lebanon, VA, in the form and substance of the Stream and Wetland Mitigation Contract. Mr. Anderson seconded the motion. The motion carried unanimously.**

**Mr. Maine called for the Operations Committee Report.**

**Mr. Maine stated that the Operations Committee had not meet.**

**Mr. Maine called for the Development Committee Report.**

**Mr. Lowe stated that the Development Committee had met to discuss the door replacement on the Virginia Stated Police Hangar, four (4) quotes were obtained by Mr. Hines. It is the recommendation of the Development Committee that the Board approve the quote from Powerlift for purchase and installation. The Development Committee also, requested that the Manager attends the next Board of Supervisors meeting to inform them of this expense. Roll call vote was taken 5 for and 0 against.**

Mr. Maine stated that the approval of the Minutes from September 12, 2016 meeting will be deferred until the next Board meeting, as the Minutes are incomplete.

Mr. Maine called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Maine called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Maine called for Unfinished Business.

Mr. Maine inquired about the Bridge Loan from DOAV for land acquisition.

Discussion ensued.

Mr. Maine called for New Business.

Mr. Hines stated that a Notice to Comply order from Washington County regarding erosion and sediment control plan, Clearing & Grubbing Project Phase 1A was issued to King Contractors.

Discussion ensued.

Mr. Hines stated that a Notice form Washington County to address erosion and mud from old Wright Equipment was received.

Discussion ensued.

Mr. Lowe had to leave meeting early 6:45 P.M.

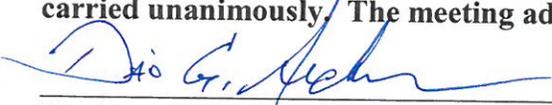
Mr. Maine called for Public Comments.

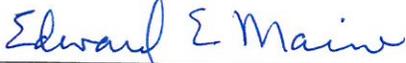
The following people addressed the Board:

Mr. Robert Morrison

Mr. Maine stated that the Draft Budget for FY 2017-2018 was included in the packet and asked that the Board members who are not on the Budget Committee to review and bring any comments to him. The Budget Committee will meet before the November Board Meeting.

Mr. Puckett moved to adjourn. Mr. Sims seconded the motion. The motion carried unanimously. The meeting adjourned at 7:08 P.M.

  
David Anderson, Secretary

  
Edward "Earl" Maine, Vice Chairman

## RESOLUTION

WHEREAS, the Board of Directors of Virginia Highlands Airport Authority is charged with operating Virginia Highlands Airport and promoting safety for its users;

WHEREAS, obstructions to air navigation impair safety for airport users during takeoff and landing by decreasing the margin of safety;

WHEREAS, the Federal Aviation Administration has established civil airport imaginary surfaces, known as "Part 77" surfaces, to identify objects that are obstructions to air navigation;

WHEREAS, the Part 77 surfaces include the horizontal surface, which is an oval-shaped horizontal plane 150 feet above the established airfield elevation, extending 10,000 feet from the centerline and ends of the primary surface of the runway;

WHEREAS, under state and federal laws and regulations and grant agreements, VHAA must protect the integrity of the horizontal surface at the Airport by removing existing obstructions and by preventing future obstructions;

WHEREAS, Runway 6-24's horizontal surface is at 2,238 feet elevation, 150 feet above the airfield elevation of 2,088 feet;

WHEREAS, a portion of Runway 6-24's horizontal surface extends over a parcel of real property identified as Tax Map No. 103-2-1, located at 19526 Repass Road, Abingdon, Virginia, owned by Martin Junior Roark, Thelma J. Collins, Debra Roark Palmer, and Betty Joe Roark;

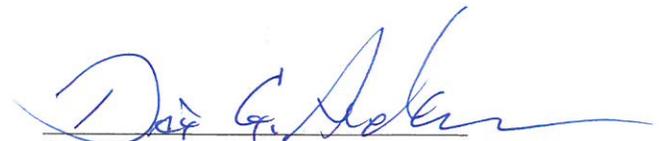
WHEREAS, VHAA seeks to purchase an easement over the property to protect the horizontal surface from obstructions; and

WHEREAS, the property owners have agreed to convey an easement to VHAA with a minimum elevation of 2,238 feet over the property:

It is HEREBY RESOLVED that VHAA should purchase an easement from the owners of Tax Map No. 103-2-1 at the minimum elevation of the horizontal surface to prevent future obstructions to air navigation that have the potential to impair safety for users of the Airport, for a purchase price of \$ 7000<sup>00</sup>/<sub>100</sub>.

This resolution is effective immediately. The Airport Manager and legal counsel are directed to take the actions necessary to acquire the above-described property interest.

Adopted this 11<sup>th</sup> day of October, 2016 at a regular meeting of the Board of Directors of the Virginia Highlands Airport Authority, by a majority of the Directors present and voting, a quorum existing.

  
Secretary

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
IN REGARD TO CONTRACTING FOR A  
DESIGN AND BUILD  
OFFSITE STREAM MITIGATION PROJECT**

WHEREAS, this Authority is involved in constructing an extension of the Runway 6 end of the airport, and in doing so must disturb a small stream and some wetland. To do such requires having permits from the Army Corps of Engineers (USACE) and the Virginia Department of Environmental Quality (DEQ) (jointly, the Agencies). The permits are called Nationwide permits, and are issued only when an applicant has purchased “credits” from the Virginia Aquatic Resources Trust (Trust) or has mitigated the loss of stream with another of similar size “offsite” pursuant to a program(s) operated by USACE and DEQ,

WHEREAS, due to a lack of available credits for purchase, the Authority has publicly requested proposals from contractors with the ability to provide adequate property and adequate experience under a design/build proposal to undertake the development of offsite mitigation, and

WHEREAS, the Authority has received proposals from at least three capable contractors, and

WHEREAS, an Evaluation Committee appointed by the Board pursuant to an earlier resolution of the Board, which has completed its evaluation of the proposals made thereunder, to the extent that said Committee is now prepared to recommend a design builder, Highland Conservation Group, LLC, to undertake the mitigation project pursuant to its proposal, which has been adopted into the attached Stream and Wetland Mitigation Contract, and

WHEREAS, the Board has been advised there are inadequate stream mitigation credits available for purchase, leaving the Authority with the obligation to seek off-site mitigation for required stream and wetland disturbance, it is

Hereby RESOLVED, that the Board of Directors accept the recommendations of its Evaluation Committee and enter into an agreement with Highland Conservation Group, LLC, of Lebanon, VA, essentially in the form and

substance of the Stream and Wetland Mitigation Contract attached hereto, with such modifications as the Manager of the Authority, along with counsel to the Authority and Evaluation Committee accept or recommend. The total compensation to be paid pursuant to the Agreement shall not exceed \$930,000.00.

This Resolution adopted this 11th day of October, 2016, by a vote of 5 for and 0 against, a quorum present and voting:

  
Secretary